



**North Dakota Association of Assessing Officers  
Executive Board Meeting  
August 15, 2019  
8:00 AM  
Bismarck Radisson Hotel**

**Call to Order:**

President Amber Gudajtes called the meeting to order at 8:00 am, on Thursday, August 15, 2019, at the Bismarck Radisson Hotel.

**Executive Board Members Present:**

President Amber Gudajtes, Grand Forks County; Secretary-Treasurer Carla Broadland, Wahpeton City; Member at Large Paul Fracassi, Cass County; Past President Henry Gerving, Golden Valley County.

**Executive Board Members Absent:**

Absent Vice-President Ryan Kamrowski. Ward County.

**Others Present:**

Education Chair Allison Jensen, City of Bismarck; Brenda Johnson.

**New Business:**

Brenda Johnson presented information for Valuation of Fast Food Restaurants and Senior Housing Valuation Workshops offered by Team Consulting LLC, taught by Brad Eldridge, for consideration at our 2020 Annual Conference. Discussion followed. **Motion by Carla, seconded by Henry, to approve Valuation of Fast Food Restaurants and Senior Housing Valuation workshops for the continuing education offered at the 2020 Annual Conference, motion carried.**

**Unfinished Business:**

Amber said that she has received requests for the Tax Administration Course that the state use to teach and feels it would be valuable to the new Tax Directors and a good review for the experienced. Discussion followed. Amber will reach out to Lu, Dustin, or the state to provide a condensed version of that course for the Winter Workshop including the Farm Exemption forms and other fillable excel documents. Broadland will email the state and ask for the power point and forward to Stacey to upload to the NDAAO web page if available.

Linda Morris will remain the event coordinator and will ask the Bismarck Visitors Center to send Request for Proposals (RFP) to the local hotels to find a new location that would accommodate our conference.

Broadland asked for approval of Lifetime Membership as approved at the 2019 Annual Meeting to include: Muriel Ulrich, Grant County. **Motion by Carla, seconded by Paul, to approve Lifetime Membership for Muriel Ulrich; motion carried.**

Discussion followed in reference to the NCRAAO Directors for the State of North Dakota. Rob will be retiring at the end of 2019 and Deb Kirschenheiter has agreed to replace Rob effective January 1, 2020. **Motion by Henry, seconded by Paul, to approve the replacement for NCRAAO Director Harshberger to Kirschenheiter effective January 1, 2020; motion carried.**

There being no further business, Henry moved to adjourn.

Respectfully Submitted, Carla Broadland, Secretary-Treasurer